

NAS WHIDBEY ISLAND HAZARDOUS WASTE WEEKLY INSPECTION
LESS-THAN-90-DAY ACCUMULATION SITES

Organization _____ Building _____ Ault Field _____ Seaplane Base _____ HW Site# _____

YES	NO	INSPECTION ITEMS
		1. Evidence of leaking, rusty, or damaged containers?
		2. Evidence of spills or leaks on lids, drum sides, walls, ground, or floor?
		3. If containers are in rows, at least 3 feet of unobstructed space between rows?
		4. Label on each container visible from 4 feet away, turned out and completely readable?
		5. Do labels have the correct waste name?
		6. Correct start date on label and under 28/90 days?
		7. Risk identification on container?
		8. Containers completely on pallet, or on grating above containment?
		9. Containers closed and secured, with bungs tight so that no spill will occur if tipped over?
		10. Are there any odors or fumes?
		11. Site and containers clear of trash, wires, rags, paper and other items?
		12. Site clear of other material storage?
		13. Access to containers controlled by locks?
		14. Key control log in order with name, date, time and container sections filled out?
		15. Waste properly segregated?
		16. "No Smoking", "Hazardous Waste" and Fire Department # posted?
		17. Communication system or procedures in place and working?
		18. Eye wash station within 100 feet and face shields available?
		19. Spill equipment and protective equipment available?
		20. Fire extinguisher accessible and within 50 feet, unobstructed?
		21. Has HWM/HMCC met WASHINGTON STATE DEPARTMENT OF ECOLOGY training requirements and up to date for the annual refresher?
		22. Have the weekly inspection sheets been turned in for the previous quarter?
		23. Does HWM/HMCC conduct training to command personnel from course outline and ensure documentation of training
		24. Has a yearly fire inspection been performed and, a copy maintained with the weekly inspections?
		25. Are containment areas drained under supervision, logged and locked?
Inspector's Name (Print)		Time
Inspector's Signature		Phone Number

WRITE ALL DEFICIENCIES AND CORRECTIVE ACTIONS ON REVERSE SIDE OF THIS SHEET.

GUIDANCE FOR HAZARDOUS WASTE WEEKLY INSPECTION CHECKLIST

FEDERAL REGULATIONS (40 CFR 265.174) AND WASHINGTON STATE REGULATIONS (WAC 173-303-200) REQUIRE LARGE QUANTITY GENERATORS TO CONDUCT WEEKLY INSPECTIONS OF EVERY LESS-THAN-90-DAY ACCUMULATION SITE. THESE INSPECTION RECORDS MUST BE KEPT AT THE ACCUMULATION AREA FOR AT LEAST ONE YEAR, AND KEPT BY THE GENERATOR (NAS WHIDBEY ISLAND) FOR 5 YEARS.

HEADING: Write in organization responsible for the site (e.g. NAS AIMD 500 Div) building number. check either Ault Field or Seaplane Base location. Write in Hazardous Waste Site Number.

INSPECTION ITEMS: Note any discrepancies. Check every item as either "YES" or "NO". Contact your Hazardous Material Control Coordinator (HMC) if you are uncertain about the requirements of any item. If your HMC cannot answer your question, he should contact NAS Whidbey Code N44, telephone 257-1009.

DEFICIENCIES: List any deficiencies by item for each number and describe (e.g. "Rust on bottom edge of waste paint drum"). The inspector must sign the checklist, including rate/rank. Print name above signature if signature is not legible. Make sure phone number and date are also legible.

CORRECTIVE ACTIONS: List corrective action taken for each item listed under "DEFICIENCIES". Mark the date and time the action was completed. If the action taken corrects the deficiency, write "yes" under "Correction Completed". If additional action must be taken, and the deficiency is not corrected by the following week's inspection, forward a copy to code N44.

ADDITIONAL INFORMATION: Federal and state inspectors may ask to see your weekly inspection records for the past five years. You must keep copies of all inspections at the site for one year. If your unit is scheduled to detach, contact N44 to inspect the accumulation site or arrange a pass down, of the inspection checklist to follow-on unit. The NAS Whidbey environmental staff will conduct random inspections of your satellite, 90 day accumulation areas and your records to ensure they are in compliance with all regulations.

At the end of each quarter (31 December, 31 March, 30 June and 30 September) forward copies of the quarter's inspection checklists to NAS Whidbey code N44, building 119. The Environmental Affairs Office will retain the official copies of the checklists for all accumulation areas for the full five years, as required by Washington State regulations.

DEFICIENCIES

Item #	Description
Inspector's Signature _____ Phone Number _____ Date _____	

CORRECTIVE ACTIONS

Item #	Action Taken	Date & Time	Deficiency Corrected	Signature